



PURCHASE ORDER

DELIVERY DUE DATE: 06 OCT 2024

Procurement Unit
Tel No. 045-606-8142/606-8157

Supplier: **COPYLANDIA OFFICE SYSTEMS CORPORATION**
Address: 252 AB Fernandez Ave., Dagupan City
Type of Business: Merchandising
TIN No.: 002-332-000-021 VAT Reg.
Tel No.: 075-5153306 / Fax: 075-5223267 / 0917-6527393

PR No: 2024-07-302
PO No: 2024-552
Date: 9/3/2024
Mode of Procurement: Small Value

Gentlemen

Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: **TARLAC STATE UNIVERSITY** Delivery Term: 30 calendar days
Date of Delivery: Payment Term: n/15

Item No.	Unit	Description	Quantity	Unit Cost	Total Cost
1	unit	<p>PHOTOCOPIER 3-in-1, SCANNER AND PRINTING MACHINE, Develop Ineo 558e, -55 copies per minute (55 ppm)</p> <ul style="list-style-type: none"> -Scan speed (mono/colour) Up to 120 ipm in simplex Up to 240 ipm in duplex -Imaging technology, Laser -Toner technology, HD polymerised toner -Multicopy 1-9,999 -Original format A5-A3; custom sizes -Magnification 25-400% in 0.1% steps; auto-zooming -Automatic document feeder (standard) Up to 300 originals; A6-A3; 35 - 210g /m2, Dual scan ADF -Printable paper size A6-SRA3, customised paper sizes; banner paper max. 1, 200 x 297mm -Printable paper weight 52 - 300g /m2 -Paper input capacity (standard/ max) 1,150 sheets/6,650 sheets -Paper tray input (standard) 1 x 500 sheets; A5- A3; custom sizes; 52 - 256g /m2; 1x 500 sheets; A5-SRA3; <p>Note:Parts Warranty: 1 year or 60,00 0 copies whichever comes first</p> <p>-Service Warranty: Free Service with 2 hours response time within 50 kms. radius considering all consumables and parts are exclusively supplied by COPYLANDIA.</p> <p>*****</p> <p>Purpose: for office use</p>	1	265,000.00	265,000.00

(Total Amount in Words) Two Hundred Sixty-Five Thousand Pesos Only

Warranty shall be for a period minimum of three (3) months for expendable supplies, or a minimum period of one (1) year for non-expendable supplies. In case of failure to make full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

[Signature]
VIRGILIO D. ZAMORA JR. 9/6



Very truly yours,
DR. ARNOLD E. VELASCO
President
Authorized Official *[Signature]*

COPYLANDIA OFFICE SYSTEMS CORPORATION

(Signature over printed name & date)
Bank Account Name: COPYLANDIA OFFICE SYSTEMS CORP.
Bank Account Number: 0051426452
Bank Name: LBP
Bank Address: MARLBOROUGH CITY

Funds Available:
[Signature]
JASPER A. YAUDER, CPA
Budget Officer

ALOBS No.: 06-206441-2024-19-2021
Amount: 265,000.00



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Conforme:



Very truly yours,

DR. ARNOLD E. VELASCO
 President
 Authorized Official

COPYLANDIA OFFICE SYSTEMS CORPORATION

(Signature over printed name & date)

Bank Account Name: _____
 Bank Account Number: _____
 Bank Name: _____
 Bank Address: _____

Funds Available:

JASPER A. YAUDER, CPA
 Budget Officer

ALOBS No. : 16-2024/01-2024-09-0731
 Amount : 265,000.00